

**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

OC-AMD Staff Notes - 11-15 June 1984

**FROM:****EXTENSION****NO.****DATE****TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/CO

20 JUN 1984

21 JUN 1984

2.

DD/CO

21 JUN 1984

21 JUN 1984

3.

OC-MLS

21 JUN 1984

21 JUN 1984

4.

OC-EXA

21 JUN 1984

25 JUN 1984

5.

OC/OL/IMC

(Archives)

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

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OC 7977-84

18 JUN 1984

MEMORANDUM FOR: Director of Communications

FROM:

[REDACTED]  
Chief, Administrative Management Division, OC

SUBJECT:

OC-AMD Staff Notes - 11-15 June 1984 [REDACTED]

1. During the week Panel N experienced a gain of 6 technicians and no losses. Panel N is currently 13 assignable technicians over authorized ceiling resulting in a production strength of [REDACTED]. This figure represents a comparison of approved positions against assignable and/or production technicians. During this timeframe, Panel D experienced 5 gains and no losses. Panel D is currently 44 employees over authorized ceiling. These figures include the 129 EOD students that are not in a production status or available for assignment. [REDACTED]

2. [REDACTED] were on a recruiting trip 11-16 June to Texas and South Carolina. They conducted 167 interviews; 31 Panel D, 16 Panel N, 7 Panel U and several non-OC disciplines were placed in processing. [REDACTED]

3. Three awards were presented at the D/CO's bi-weekly staff meeting on Monday, 11 June. [REDACTED] was honored with a Certificate of Merit for his outstanding performance during the difficult period [REDACTED]

[REDACTED] was the recipient of a \$1,000 Exceptional Accomplishment Award for his participation in assuring the successful installation and activation of a non-standard communications system for the Office of Finance. Mr. [REDACTED] a former OC employee, was presented with a \$200 cash award and a Certificate of Appreciation for a Meritorious Suggestion in recognition of his concept for an improved antenna position indicator. [REDACTED] idea, submitted while he was affiliated with OC, has been implemented and provides a more precise and consistent report of antenna position as well as an automatic printout. [REDACTED]

WARNING NOTICE - INTELLIGENCE  
SOURCES OR METHODS INVOLVED

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25X1 SUBJECT: OC-AMD Staff Notes - 11-15 June 1984 [ ]

25X1 4. The Office of Personnel (OP) requested AMD assistance in helping contractor firm working on the Agency's employee relocation package. To this end, representatives from the firm and OP met with C/PAB and C/FSS this week to survey employee relocation needs from an OC prospective. [ ]

25X1 5. The second meeting of the Banding Task Force was held Friday, 15 June, to continue the development of procedures for implementation of the banding pay system. [ ]

25X1 6. On 11 June, representatives from AMD, CSD and ED met with OP's new Deputy Director for Recruitment to express OC's concern over excessive delays in processing applicants. DD/OP indicated that a major reorganization was planned for Recruitment by late summer in order to correct this and other recruitment problems. He agreed to look into OC's complaints immediately. [ ]

25X1

25X1 9. [ ] met with [ ]  
25X1 from NPIC on 15 June 1984. [ ] is establishing computer  
25X1 based training (CBT) at NPIC for operational and technical  
training. He provided valuable information to assist the  
Communications School in their CBT efforts. [ ]

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25X1 SUBJECT: OC-AMD Staff Notes 11-15 June 1984 [REDACTED]

25X1 10. [REDACTED] escorted [REDACTED] the MERCURY Training  
25X1 Representative from [REDACTED] on 12 June 1984.  
25X1 [REDACTED] provided an orientation of the Facilities Control  
position. Power and equipment requirements, interfacing, and  
training issues were discussed relative to the initial MERCURY  
Packet Switching capability to be delivered in the Spring of 1985.

25X1  
25X1

25X1 13. Sixty-two employees attended the third lecture in the  
Mini-Masters Program, "OC meets the PC," given by [REDACTED]  
OC-ED, 11 June 1984. The program date was changed from the original  
25X1 schedule and, unfortunately, we were unable to videotape the  
program. [REDACTED]

25X1

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